

Message

From: Stein, Jonathan [Stein.Jonathan@epa.gov]
Sent: 10/29/2019 2:41:53 PM
To: Nathan Cochran [ncochran@jcpawv.org]; Stephanie Grove [sgrove@jeffersoncountywv.org]
CC: Rhines, Dale [rhines.dale@epa.gov]; Bell, Aaron L. [Bell.Aaron@epa.gov]; Monson, Mahri [Monson.Mahri@epa.gov]; Pantziris, Jack [Pantziris.Jack@epa.gov]; O'Lone, Mary [OLone.Mary@epa.gov]; Isales, Daniel [Isales.Daniel@epa.gov]
Subject: Procedural Safeguards for JCC
Attachments: PDF VERSION Procedural Safeguards Checklist for Recipients 7-24-19.pdf; WORD VERSION Procedural Safeguards Checklist for Recipients 7-24-19.docx

Good Morning –

As promised during our call earlier today, I am providing our standardized “Procedural Safeguards Checklist” in two formats. This Checklist refers to the Procedural Safeguards items in Issue #2 from the acceptance letter, and is broken down into more detail on each item than we would have been able to present in the acceptance letter. The Word version of the Checklist is provided as a way for you to document the process of filling in your own self-assessment of where the JCC stands on each issue presented. The Checklist presented as a PDF is merely provided for your future use.

The JCC may already have these item(s) in place, and you will see that you would be able to note that on the Checklist during your own review. If you have something on the Checklist already in place that you would like to bring to our attention, please do not hesitate to do so. If the JCC does already have item(s) in place, your forthcoming written response to the complaint acceptance would seem to be a logical place to include the supporting documentation for those.

Again, thank you for your time and consideration. We look forward to speaking with you again shortly. We are also available to provide technical assistance.

Below are a few examples of how some of EPA’s smaller-sized recipients are currently implementing the procedural safeguards to provide information on their websites to the public.

Port of Oakland (CA) - <https://www.portofoakland.com/civil-rights-policies-procedures/?rights-lang=english>

City of Rochester (NY) - <https://www.cityofrochester.gov/TitleVI/>

Maricopa County Air Quality Management District (AZ) - <https://www.maricopa.gov/1514/Nondiscrimination-ProgramNo-Discriminaci>

Orange County (NC) - <https://www.orangecountync.gov/1757/Legal-Notices>

Best Regards,

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